



County of Los Angeles
CHIEF ADMINISTRATIVE OFFICE

713 KENNETH HAHN HALL OF ADMINISTRATION • LOS ANGELES, CALIFORNIA 90012
(213) 974-1101
<http://cao.co.la.ca.us>

DAVID E. JANSSEN
Chief Administrative Officer

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November 30, 2004

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**SHERIFF'S DEPARTMENT
OPTION TO RENEW FOR FIVE YEARS – LEASE NO. 36307
49815 1/2 GORMAN POST ROAD, GORMAN
(FIFTH DISTRICT) (3 VOTES)**

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve and instruct the Chairman to sign the attached option to extend Lease No. 36307 with MARTIN BROTHERS DEVELOPMENT, INC. for an additional five-year term. The lease is for 800 rentable square feet at 49815 1/2 Gorman Post Road, Gorman for the Gorman Community Sheriff's Station at an annual rental rate of \$5,640.
2. Find that this lease is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Class 1, Section r, of the Environmental Document Reporting Procedures and Guidelines adopted by your Board on November 17, 1987 and Section 15601 (b) (3) of the State CEQA Guidelines.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Since 1949, the County has leased the premises at 49815-19 for use as a Sheriff's Station. In 1997 the size of the land and improvements leased was reduced to one building at 49815 1/2 Gorman Post Road, which consists of a combined Community Sheriff's Station, garage and jail. The Gorman Community Sheriff's Station supports the Santa Clarita Valley Regional Sheriff's Station which is located 35 miles south of Gorman.

Community Sheriff's Stations concentrate on providing patrol services, but also serve as an extension of the Regional Sheriff Stations in deploying resources to the community. This Station provides service to the north County area between the City of Santa Clarita and the Kern County line.

IMPLEMENTATION OF STRATEGIC PLAN GOALS

The Countywide Strategic Plan directs that we provide the public with easy access to quality information and services that are both beneficial and responsive (Goal 1). Renewal of the lease supports this goal with a centrally located office to service North Santa Clarita Valley residents who visit this office an average of five times per week.

FISCAL IMPACT/FINANCING

The annual cost of this lease renewal option will be \$5,640, or a monthly rent of \$470 (\$0.59 per square foot), which is the same monthly rent currently paid by the County.

49815 1/2 Gorman Post Road	Current Lease	Renewal	Change
Area	800 sq. ft.	800 sq. ft.	None
Term	12/1/99 to 11/30/04	12/1/04 to 11/30/09	+ 5 years
Annual Rent	\$5,640	\$5,640	None
Cancellation	County may cancel anytime with 30 days notice.	County may cancel anytime with 30 days notice.	None

Sufficient funding for the proposed lease renewal is included in the 2004-05 Rent Expense Budget and will be charged back to the Sheriff's operating budget.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The proposed lease renewal provides 800 square feet of office space. The lease contains the following provisions:

- This is a full-service lease. Lessor pays all expenses.
- The Option to Renew paragraph in the lease provides the County an option to renew at the same terms and conditions.
- The County has the right to cancel anytime by giving 30 days prior written notice.

This is the exercise of an option to renew for a residential property that the Sheriff has been leasing since 1949 for use as a Sheriff Station. There are no lease comparables in the area and the full-service rent is only \$0.59 per square foot.

NEGATIVE DECLARATION/ENVIRONMENTAL IMPACT REPORT:

This project is categorically exempt from CEQA pursuant to Class 1, Section r, of the Environmental Document Reporting Procedures and Guidelines adopted by your Board on November 17, 1987, and Section 15601 (b) (3) of the State CEQA Guidelines.


IMPACT ON CURRENT SERVICES (OR PROJECTS)

It is the finding of the Chief Administrative Office (CAO) that the proposed option to renew is in the best interest of the County and will continue to provide the necessary space for this County requirement. In accordance with your Board's policy on the housing of any County offices or activities, the Sheriff concurs with this recommendation.

CONCLUSION

It is requested that the Executive Officer, Board of Supervisors, return two originals of the executed Notice of Exercise of Option and the adopted, stamped Board letter, and two certified copies of the Minute Order to the CAO, Real Estate Division at 222 South Hill Street, Fourth Floor, Los Angeles, CA 90012 for further processing.

Respectfully submitted,



DAVID E. JANSSEN
Chief Administrative Officer

DEJ:CWW
CEM:JWP:hd

Attachments (3)

c: County Counsel
Sheriff Department

SHERIFF'S DEPARTMENT
49815 ½ GORMAN POST ROAD, GORMAN
Asset Management Principles Compliance Form¹

1.	Occupancy	Yes	No	N/A
A	Does lease consolidate administrative functions? ²		X	
B	Does lease co-locate with other functions to better serve clients? ²		X	
C	Does this lease centralize business support functions? ²		X	
D	Does this lease meet the guideline of 200 sf of space per person? ²	X		
2.	Capital			
A	Should program be in leased space to maximize State/Federal funding?		X	
B	If not, is this a long term County program?	X		
C	Is it a net County cost (NCC) program?	X		
D	If yes to 2 B or C; capital lease or operating lease with an option?		X	
E	If no, are there any suitable County-owned facilities available?		X	
F	If yes, why is lease being recommended over occupancy in County- owned space?			X
G	Is Building Description Report attached as Attachment B?	X		
H	Was build-to-suit or capital project considered? Because of small amount of space needed, this requirement doesn't meet requirements for build-to-suit.		X	
3.	Portfolio Management			
A	Did department utilize CAO Space Request Evaluation (SRE)?	X		
B	Was the space need justified?	X		
C	If a renewal lease, was co-location with other County departments considered?			X
D	Why was this program not co-located?			
	1. ___ The program clientele requires a "stand alone" facility.			
	2. <u>X</u> No suitable County occupied properties in project area.			
	3. <u>X</u> No County-owned facilities available for the project.			
	4. ___ Could not get City clearance or approval.			
	5. ___ The Program is being co-located.			
E	Is lease a full service lease? ²	X		
F	Has growth projection been considered in space request	X		
G	Has Dept. of Public Works completed seismic review/approval? Pending			

¹As approved by the Board of Supervisors 11/17/98

²If not, why not? This is an 800 square foot house that has been used as office space since 1949.

Attachment B

Boundaries for search:
10 mile radius of 49815 1/2 Gorman Post Road, Gorman

FACILITY NAME	ADDRESS	SQ. FEET GROSS	SQ. FEET NET	OWNERSHIP	SQ. FEET AVAILABLE
PW ROAD-GORMAN YARD OFFICE	49530 GORMAN POST RD, GORMAN 93243	600	540	PERMIT	NONE
FIRE STATION 77	46833 PEACE VALLEY RD, GORMAN 93243	4000	3400	FIRE DISTRICT	NONE
SHERIFF-PYRAMID LAKE SUBSTATION	HUNGRY VALLEY RD AT INTERSTATE 5, GORMAN 93243	524	418	PERMIT	NONE

NOTICE OF EXERCISE OF OPTION PURSUANT
TO LEASE NO. 36307 SHERIFF'S DEPARTMENT
49815 1/2 GORMAN POST ROAD, GORMAN

TO: MARTIN BROTHERS DEVELOPMENT, INC.
("LESSOR")

FROM: COUNTY OF LOS ANGELES, A BODY POLITIC and CORPORATE
("LESSEE")

DATE: NOVEMBER 30, 2004

PLACE: LOS ANGELES, CA

RECITALS

A. Lessor and Lessee are the parties to a Lease and Agreement dated March 18, 1980 (the "Lease"), for certain premises described therein (the "Premises") located at 49815 1/2 Golden State Highway, Gorman and now known as 49815 1/2 Gorman Post Road, Gorman. The term of the Lease commenced December 1, 1979 and ended November 30, 1984. The Lease was renewed for two five year periods: 12-1-84 to 11-30-89 and 12-1-89 to 11-30-94. Amendment No. 1 dated November 29, 1994 extended the term of the lease through November 30, 1999. Amendment No. 2 dated May 6, 1997 extended the term of the lease through November 30, 2004.

B. Paragraph 6 of Amendment No. 2 to Lease No. 36307 provides the County with the option to renew this Lease for a term of five years on the same terms, conditions and rental rate.

C. Lessee now wishes to exercise its Option to extend the term an additional five years by giving notice of such exercise to Lessor, in accordance with Paragraph 2 of Lease No. 36307.

Therefore, Lessee hereby notifies Lessor as follows:

1. Lessee hereby exercises Lessee's Option to extend the term of the Lease on the terms and conditions regarding the Option set forth in Lease No. 36307. In compliance with Paragraph 2 of Lease No. 36307, Lessee is enclosing with this notice evidence of the final approval by Los Angeles County Board of Supervisors of their exercise of Lessee's Option.

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2. The rental rate shall be Four Hundred Seventy and 00/100 Dollars (\$470.00) per month.
3. Pursuant to Lease No. 36307, Paragraph 5. Cancellation Provision: Lessee may cancel this lease at any time on 30 days' prior written notice.

IN WITNESS WHEREOF, Lessee has executed this Notice of Exercise of Option pursuant to Lease No. 36307 or caused it to be duly executed, and the County of Los Angeles by order of its Board of Supervisors, has caused this Notice to be executed on its behalf by the Chair of said Board and attested by the Clerk thereof the day, month, and year first above written.

ATTESTED:

VIOLET VARONA-LUKENS
Executive Officer-Clerk
of the Board of Supervisors

LESSEE

COUNTY OF LOS ANGELES

By: _____
Deputy

By _____
Chair, Board of Supervisors

APPROVED AS TO FORM:

OFFICE OF THE COUNTY COUNSEL

By Framin E. Scott
Deputy

(Sdgorman.optiontorenw)